

CALIFORNIA DEPARTMENT OF EDUCATION

**CALIFORNIA SCHOOL AGE FAMILIES EDUCATION
(Cal-SAFE) PROGRAM**

**CONTINUED FUNDING APPLICATION
SUPPLEMENT
FY 2003-2004**

**California Department of Education
Youth Education Partnerships Office
Cal-SAFE Program
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**CAL-SAFE PROGRAM
CONTINUED FUNDING APPLICATION SUPPLEMENT (FY 2003-04)**

(FOR NEW APPLICANTS ONLY)

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**CONTINUED FUNDING APPLICATION SUPPLEMENT
(FOR NEW APPLICANTS ONLY)**

**INSTRUCTIONS FOR COMPLETING THE CAL-SAFE PROGRAM
CONTINUED FUNDING APPLICATION SUPPLEMENT**

In addition to following the instructions for completing the Cal-SAFE Program Continued Funding Application, complete the following supplement information and forms **ONLY** if your local education agency (LEA) operated in FY 2002-03 through a contract with another LEA and your agency is now the applicant LEA for FY 2003-04. An original signature of the authorized LEA representative must be on one copy of the application.

1. Continued Funding Application Supplement Completion Checklist (Form A-1)

Refer to directions on form.

2. Statement of Eligibility to Operate a Cal-SAFE Program (Form M)

In FY 2002-03, some LEAs received Cal-SAFE Program funding through a contract with a lead educational agency. For example, the lead agency would be a county office of education providing the academic program and student support services contracting with a school district for the child care and development services for Cal-SAFE Program students residing in that district. This district, a partner LEA, is eligible to submit an application to operate the entire Cal-SAFE Program IF both the lead agency and partner agency agree to reconfigure the administrative implementation of the Cal-SAFE Program in FY 2003-04. (EC § 54749.5 (a)) Signatures as requested on the *Statement of Eligibility to Operate a Cal-SAFE Program* will document this agreement. [Refer to directions listed on form.] The partner LEA is responsible for completing the Continued Funding Application and the Continued Funding Application Supplement. The original lead LEA is no longer responsible for Cal-SAFE Program operation in that district.

3. Approved Board Policy or Resolution

**ATTACH A COPY OF THE ADOPTED BOARD POLICY OR RESOLUTION
APPLICATION IF IT IS CONSISTENT WITH STATUTE.**

Statute (EC § 54745 (b)(1)) states that “the governing board of a participating LEA shall adopt a policy or resolution declaring its commitment to provide a comprehensive, continuous, community-linked program for expectant and parenting pupils and their children that reflects the cultural and linguistic diversity of the community”. If your current board policy or resolution is **not** consistent with statute, the governing board must adopt a new one. Refer to Attachment 5 for a sample.

4. Organization Chart

Include an organization chart that clearly illustrates the following:

- Administrative responsibility for the Cal-SAFE Program.
- Relationship of the Cal-SAFE Program to the school/child care sites where implemented.

**CONTINUED FUNDING APPLICATION SUPPLEMENT
COMPLETION CHECKLIST
(NEW APPLICANTS ONLY)**

Applicant LEA Name:	County:
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Before submitting the application package to the California Department of Education, review the following list to be sure it is collated in the correct order. Indicate "completeness" by placing a (√) mark in the space provided. Attach **ONE** copy of this Checklist to each application package.

COLLATE THE APPLICATION IN THE FOLLOWING ORDER:

- _____ Application Cover sheet (*Form B*) signed by the authorized agency representative. One copy has an original signature.
- _____ Program Narrative Change (*Form C*)
- _____ Program Roster (*Form D*)
- _____ Site Information (*Form E*)
- _____ Child Care and Development Center Site Personnel Roster (*Form F*)
- _____ Child Care and Development Network Site Information (*Form G*)
- _____ Child Care Operation Calendar (*Form H*)
- _____ Projected Earnings Worksheets (*Form I*)
- _____ Budget Summary, Budget Narrative, and Service Contract Summary (*Form J*)
 - Student Support Services
 - Child Care and Development Services
 - Non-converting County Office of Education (Education Code § 2551.3)
 - Service Contract Summary (as needed)
- _____ Certifications and Assurances (*Form K*)
- _____ Child Development Personnel Certification (*Form L*)

NEW APPLICANT LEAs ONLY:

COLLATE THE APPLICATION SUPPLEMENT IN THE FOLLOWING ORDER:

- _____ Statement of Eligibility to Operate a Cal-SAFE Program (*Form M*)
- _____ Approved Board Policy or Resolution consistent with statute
- _____ Organization Chart for Applicant LEA

I have reviewed the application and it meets the criteria in the "Application Submission Requirements" in the Application Overview and is collated in the order listed above with all pages consecutively numbered.

(Type or Print Name of Person Completing Checklist)

(Signature of Person Completing Checklist)

() _____
(Telephone Number)

STATEMENT OF ELIGIBILITY TO OPERATE A CAL-SAFE PROGRAM

Our Local Education Agency (LEA) received Cal-SAFE Program funding for FY 2002-03 through a contract with another LEA. Both LEAs agree to reconfigure the administrative implementation of the Cal-SAFE Program in FY 2003-04 so that the LEA named in this application will directly operate the Cal-SAFE Program. *We understand that this reconfiguration will be approved by the California Department of Education (CDE) only if we obtain the **signature of the authorized representative of the school district or county office of education which was the lead agency** for our LEA for the Cal-SAFE Program in FY 2002-03.*

The named LEA in this application implemented a Cal-SAFE Program in partnership with our agency and received funding through the FY 2002-2003 application of

(Name of lead LEA in FY 2002-2003)

We agree that beginning July 1, 2003, the partnering LEA named as the applicant in this application will directly operate the Cal-SAFE Program and that our LEA will no longer receive Cal-SAFE funding for operating the Cal-SAFE Program as the applicant LEA.

(Signature of Authorized Representative for Lead Agency)

(Title)

(Date)

Sample

Sample

**LITTLE CREEK UNIFIED SCHOOL DISTRICT
RESOLUTION # 15**

**SUPPORT FOR AND ENDORSEMENT OF THE
CALIFORNIA SCHOOL AGE FAMILIES EDUCATION (CAL-SAFE) PROGRAM**

WHEREAS, the Governing Board of the Little Creek Unified School District is committed to providing a comprehensive, continuous, community-linked program for expectant and parenting students and their children that reflects the cultural and linguistic diversity of the community, and

WHEREAS, the Little Creek Unified School District wants all students to attain strong academic skills, complete high school, and transition to postsecondary education or the world of work, and

WHEREAS, the Little Creek Unified School District recognizes the parent as the child's first teacher and wants parents prepared to support the emotional, physical, and educational well-being of each child, and

WHEREAS, the Little Creek Unified School District recognizes that quality care is critical for a child's early development, especially for those age 0-3 years, and

WHEREAS, the Superintendent or designee shall collaborate with community agencies and organizations to ensure that appropriate related support services are available to meet the needs of expectant and parenting students and their children,

NOW, THEREFORE BE IT RESOLVED, that the Governing Board declares support for and endorsement of the Cal-SAFE Program to support our efforts in providing for the educational needs of expectant and parenting students and their children.

Passed and Adopted by the Board of Education of the Little Creek Unified School District at a meeting held on April 15, 2003 by the following vote:

Ayes 6 Noes 0 Abstain 0 Absent 1

(signed)
Mary Doe, President
Little Creek Unified School District

(signed)
John Smith, Clerk/Secretary
Little Creek Unified School District